



**HEADQUARTERS
MULTI-NATIONAL BRIGADE (EAST)
CAMP BONDSTEEL, KOSOVO
APO AE 09340**



ATTN: AETV-TFF-CG (100)

21 February 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Letter 19, Housing Policy

1. **PURPOSE.** This policy letter outlines Multi-National Brigade-East (MNB-E) procedures for the housing of soldiers, sailors, airmen, DoD civilians and government contractors in the brigade's Area of Responsibility (AOR). Supplementation of this policy requires the approval of the Commander, MNB-E.
2. **APPLICABILITY.** This policy letter applies to all military and civilian personnel assigned or attached to, serving with, accompanying, or visiting Task Force Falcon.
3. **DEFINITIONS.**
 - a. **Permanent Party.** Personnel scheduled to be living in sector for the duration of KFOR 2B.
 - b. **Parent Unit.** The largest sized element within an organization. Parent units will be company sized elements or larger.
 - c. **Transients.** Personnel scheduled to be living in sector on a temporary basis.
 - d. **Government Contractors.** Personnel contracted by the Department of Defense to perform specific services for Task Force Falcon.
4. **POLICY.**
 - a. **Permanent Party.** The Base Camp Mayor allocates billeting within the Living Seahut Areas (LSA) to permanent party units based on the number, gender and rank of personnel assigned to, attached to, serving with or accompanying the parent unit. Those individuals or groups not meeting the criteria for parent unit status will be consolidated within a specified parent unit for housing purposes.
 - b. **DoD Civilians.** General Service personnel will be housed by equivalent military grade as designated in AR 210-50. Parent units may request relief from the requirement to house personnel not organic to their unit, however the space provided to house those personnel will also be deducted from their seahut allocation.
 - c. **Transients.** Transient personnel at the level of 05 and below will receive billeting in transient tents. VIPs (i.e. 07 and above and DIV CSMs) will be referred to the JVB or placed in Temporary Visitors Quarters (TVQs). Visitors at the 06 and BDE CSM level will be placed in TVQs on a space available basis. Sponsors for all visitors must notify the Housing Management Office not less than three (3) days prior to the visitor's arrival for appropriate housing arrangements.
 - d. **Government Contractors.** Government contractor personnel will be billeted as can be accommodated based on housing availability with respect to the Task Force Falcon mission.
5. POC is the Camp Bondsteel Mayor at DSN 781-5066.

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6. This policy supersedes the previous policy, is effective immediately, and will be posted on all unit bulletin boards.

/s/
KENNETH J. QUINLAN
Brigadier General, USA
Commanding

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